

Board of Commissioners

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 770.822.7000 • www.gwinnettcounty.com

Charlotte J. Nash, Chairman
 Jace W. Brooks, District 1
 Lynette Howard, District 2
 Tommy Hunter, District 3
 John Heard, District 4



Unofficial
Work Session Minutes
Tuesday, November 7, 2017 - 10:00 AM
 Present: Charlotte J. Nash, Jace Brooks, Lynette Howard, John Heard
 Absent: Tommy Hunter

I. Call To Order

II. Approval of Agenda

{Action: Approve Motion: Howard Second: Brooks Vote: 4-0; Nash-Yes; Brooks-Yes; Howard-Yes; Hunter-Absent; Heard-Yes}

III. New Business

I. Multiple Departments

2017-5329 Approval to renew BL096-16, provide painting and general purpose maintenance services on an annual contract (December 20, 2017 through December 19, 2018), Departments of Community Services, Police Services, Support Services and Water Resources, with Atlanta Tile and Masonry, Inc., A and D Painting, Inc., Custom Coat, LLC, and Intercontinental Commercial Services, Inc., base bid \$478,675.00 (negotiated cost savings of approximately \$12,121.80). (Staff Recommendation: Approval)

Consent – Howard

2017-5330 Approval to renew RP011-15 and RP017-15, provision of wrecker services on an annual contract (January 01, 2018 through December 31, 2018), Departments of Police Services and Support Services, with Lance Wrecker Service, Inc., Statewide Wrecker Service, Inc., and Willard Wrecker Service, Inc., per the attached recommendation letters, base amount \$138,559.00. (Staff Recommendation: Approval)

Consent – Howard

2017-5333 Approval to renew BL092-16, provision of plumbing repair, maintenance, and installation services on an annual contract (January 01, 2018 through December 31, 2018), Departments of Community Services, Fire and Emergency Services, Sheriff, and Water Resources, with Talon Property Services, LLC, base bid \$374,000.00 (negotiated cost savings of approximately \$7,480.00). (Staff Recommendation: Approval)

Consent – Brooks

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III. New Business

I. Multiple Departments

2017-5355 Approval to renew BL104-15, purchase of miscellaneous paper products on an annual contract (December 16, 2017 through December 15, 2018), Departments of Community Services, Fire and Emergency Services, Sheriff, Support Services and Water Resources with Dade Paper Company, Gainesville Janitor Supply, Inc. and Southeastern Paper Group, base bid \$239,500.00 (negotiated cost savings of approximately \$997.00). (Staff Recommendation: Approval)

Consent – Brooks

2. Administrative Office of the Courts/Phillip Boudewyns

2017-5349 Approval to renew RP030-16, provision of probation services for the State Court of Gwinnett County on an annual contract (January 01, 2018 through December 31, 2018), with Southeast Corrections, LLC, base amount \$1,685,000.00. This contract is funded by Gwinnett County Court imposed fees to be paid by probationers. (Staff Recommendation: Approval)

Consent – Howard

3. Community Services/Tina Fleming

2017-5339 Award BL084-17, Mountain Park sports field renovation, to low bidder, Precision Turf, LLC, amount not to exceed \$2,299,095.00. Contract to follow award. Subject to approval as to form by the Law Department. This contract is funded by various SPLOST Programs. District 2/Howard (Staff Recommendation: Award)

Consent – Howard

2017-5341 Award RP021-17, program management services for Gwinnett County SPLOST parks and recreation program on an annual contract (November 08, 2017 through November 07, 2018), to the highest scoring firm, Moreland Altobelli Associates, Inc., base amount \$409,750.00 (negotiated cost savings of approximately \$27,237.00). Contract to follow award. Subject to approval as to form by the Law Department. This contract is funded by various SPLOST Programs. (Staff Recommendation: Award)

Consent – Howard

III. New Business

3. Community Services/Tina Fleming

2017-5328 Approval to renew RP023-15, provide master planning services for park facilities on an annual contract (January 22, 2018 through January 21, 2019), with Barge, Waggoner, Sumner & Cannon, Inc. formerly known as jB+a, Inc., Lose & Associates, Inc., and Pond & Company, base amount \$320,000.00 (negotiated cost savings of approximately \$1,600.00). This contract is funded by various SPLOST Programs. (Staff Recommendation: Approval)

Discussion – Heard

2017-5343 Approval/authorization for the Chairman to execute an Access Agreement between Gwinnett County and Ruan Transportation Management Systems, Inc. to allow access for installation and monitoring of wells as approved and recommended by the Georgia EPD at Pinckneyville Park. Subject to approval as to form by the Law Department. District 2/Howard (Staff Recommendation: Approval)

Consent – Howard

4. County Administration

2017-5379 Approval for the Chairman and County Administrator to execute the Disadvantaged Business Enterprise (DBE) Plan update for FY2018-2020. This requirement is necessary for continued funding from the Federal Aviation Administration (FAA), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). Subject to approval as to form by the Law Department. (Staff Recommendation: Approval)

Consent – Howard

5. District Attorney/Daniel Porter

2017-5352 Award OS028-17, purchase of FARO Focus Laser Scanners and SCENE software, to FARO Technologies, Inc., \$144,903.00. (Staff Recommendation: Award)

Consent – Nash

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III. New Business

6. Financial Services/Maria Woods

2017-5334 Approval of tax digest corrections, including changes to the digest, in-additions, deletions and errors discovered during the billing and collection process of the Tax Assessors and Tax Commissioner's Office. Adjustments amount to an increase of assessed value in the amount of \$1,898,360.00, a decrease in assessed value of \$2,356,130.00 for a net decrease of \$457,770.00 for tax years 2012 thru 2017. (Staff Recommendation: Approval)

Consent – Brooks

2017-5361 Approval of the September 30, 2017 Monthly Financial Status Report and ratification of all budget amendments. (Staff Recommendation: Approval)

Consent – Howard

2017-5359 Approval/authorization to submit to the U.S. Department of Housing and Urban Development the proposed 2018 Action Plan. Approval/authorization to implement these programs as specified on the attached Action List; and for the Chairman, or designee, to sign any necessary grant documents subject to approval as to form by the Law Department. (Staff Recommendation: Approval)

Discussion – Howard

7. Fire Services/Casey Snyder

2017-5338 Approval to renew OS002-16, purchase of Life Line ambulances (remounts and new units) on an annual contract (February 03, 2018 through February 02, 2019), with Life Line Emergency Vehicles, base amount \$485,580.74. This contract is funded by the 2017 SPLOST Program. (Staff Recommendation: Approval)

Consent – Howard

III. New Business

7. Fire Services/Casey Snyder

2017-5322 Approval/authorization to accept a \$46,750.00 grant from the Georgia Emergency Management Homeland Security Agency (GEMHSA). These funds will be utilized to purchase search and rescue equipment for the Georgia Search and Rescue (GSAR) truck. Approval/authorization for the Chairman or designee to execute grant documents and any other necessary documents. Subject to approval as to form by the Law Department. The grant is 100% funded through GEMHSA with no matching requirement. (Staff Recommendation: Approval)

Consent – Howard

8. Information Technology Services/Abe Kani

2017-5351 Award BL078-17, purchase of computer hardware, printers, file servers and peripheral equipment on an annual contract (January 01, 2018 through December 31, 2018), to low responsive bidder, PC Specialists, Inc. dba Technology Integration Group (TIG), base bid \$1,723,214.00. (Staff Recommendation: Award)

Consent – Heard

2017-5335 Approval to renew RP020-15, provide geographic information systems (GIS) basemap update on an annual contract (January 10, 2018 through January 09, 2019), with The Sanborn Map Company, Inc., base amount \$232,497.13 (negotiated cost savings of approximately \$3,540.57). (Staff Recommendation: Approval)

Consent – Howard

2017-5336 Approval of Change Order No.4 to RP009-15, purchase of extended support for upgraded FileNet system and upgrade of IBM Forms software with Fairfax Data Systems, increasing the contract amount by \$215,000.00. The contract amount is adjusted from \$476,400.00 to \$691,400.00, subject to approval as to form by the Law Department.

Consent – Heard

III. New Business

8. Information Technology Services/Abe Kani

2017-5354 Approval to renew OS023, support and maintenance for Sustain software on an annual contract (January 01, 2018 through December 31, 2018), with Journal Technologies, Inc., formerly known as Sustain Technologies, Inc., base amount, \$153,719.00. (Staff Recommendation: Approval)

Consent – Howard

9. Law Department/William J. Linkous III

2017-5235 Approval/authorization for Declaration of Taking Condemnation proceedings regarding the property of European Motor Cars of Duluth, Inc., a Georgia Corporation, 1900 Walnut, LLC, First Nations Bank, 4,444.48 square feet of permanent easement for construction and maintenance of drainage, 1,679.81 square feet of permanent easement for construction and maintenance of slopes, 126.91 square feet of permanent easement for construction and maintenance of slopes and walls, and 2,308.39 square feet of 42-month temporary driveway easement for Tax Map No. R6296 105, Parcel 23, Zoning C-2, amount \$20,800.00 for Pleasant Hill Road widening Chattahoochee River to McClure Bridge Road. Subject to approval as to form by the Law Department. This project is funded by the 2014 SPLOST Program. District I/Brooks

Consent – Brooks

2017-5428 Approval/authorization for the Chairman to execute a Resolution, Memorandum of Agreement and an Intergovernmental Agreement with the Georgia Department of Public Safety and the Georgia Department of Transportation, providing for the construction by Gwinnett County of a facility on property owned by the State of Georgia and held by the Georgia Department of Transportation, located adjacent to Interstate 85 and being formerly known as Safety Rest Area No. 75, the said facility to be used as a headquarters and barracks by Georgia State Patrol Post 51 Gwinnett and also by Highway Emergency Response Operator (“HERO”) units of the Georgia Department of Transportation, including the authority to execute any and all documents necessary to consummate the transaction. All documents are subject to approval as to form by the Law Department. District I/Brooks

Discussion – Brooks

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III. New Business

9. Law Department/William J. Linkous III

2017-5452 Approval/authorization for the Chairman to execute a Resolution for a Master Right of Way Agreement for Small Cells with cellular providers locating within the County's rights of way. Subject to approval as to form by the Law Department.

Consent – Howard

10. Support Services/Angelia Parham

2017-5337 Approval to renew BL113-14, purchase of equipment trailers on an annual contract (January 29, 2018 through January 28, 2019), with K & K Manufacturing, Inc., base bid \$128,000.00. (Staff Recommendation: Approval)

Consent – Howard

2017-5325 Approval/authorization for the Chairman to execute any and all documents necessary to grant 0.17 acres (7,405 square feet) of permanent sewer easement to the Gwinnett County Water and Sewerage Authority for construction of a public sewer line at Alexander Park, Tax Parcel No. R5085 693. Subject to approval as to form by the Law Department. District 3/Hunter (Staff Recommendation: Approval)

Consent – Brooks

2017-5327 Approval/authorization for the Chairman to execute any and all documents necessary to grant a 450 square-foot Water Metering Device and Access Easement to the Gwinnett County Water and Sewerage Authority for installation and maintenance of water metering devices to serve Club Drive Park, Tax Parcel No. R6181 052. Subject to approval as to form by the Law Department. District 1/Brooks (Staff Recommendation: Approval)

Consent – Brooks

11. Transportation/Alan Chapman

2017-5344 Award BL049-17, US 29/SR 8 (Jimmy Carter Boulevard to Mimosa Drive) pedestrian improvement project, to low bidder, Construction 57, Inc., amount not to exceed \$894,688.00. Contract to follow award. Subject to approval as to form by the Law Department. This contract is funded 71% by the 2014 SPLOST Program and 29% by the Federal Transit Administration. District 2/Howard (Staff Recommendation: Award)

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Consent – Howard

III. New Business

II. Transportation/Alan Chapman

2017-5342 Approval to renew BL114-15, traffic signal and intelligent transportation system (ITS) demand services on an annual contract (January 01, 2018 through December 31, 2018), with The ComTran Group, Inc., North Cherokee Electrical Contractors, Inc., and Over and Under General Contractors, Inc., base bid \$620,000.00. This contract is funded 27% by various SPLOST Programs. (Staff Recommendation: Approval)

Consent – Howard

2017-5362 Approval of incorporation into the Gwinnett County Street Lighting Program, Eaglecrest. Estimated upfront capital installation cost of \$6,475.00 and revenue and operating cost of \$1,604.90. Subject to approval as to form by the Law Department. Installation funded by the 2009 SPLOST Program. District 2/Howard (Staff Recommendation: Approval)

Consent – Howard

2017-5363 Approval of incorporation into the Gwinnett County Street Lighting Program, Trotters Pointe. Estimated upfront capital installation cost of \$20,600.00 and annual revenue and operating cost of \$4,008.40. Subject to approval as to form by the Law Department. The installation is funded by the 2009 SPLOST Program. District 3/Hunter. (Staff Recommendation: Approval)

Consent – Brooks

2017-5365 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Duluth regarding jointly funded 2017 SPLOST pedestrian safety and intersection improvement projects. The City will manage these projects. The County will reimburse the City for 81% of total project cost up to a maximum County contribution of \$4,029,275.00. Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by the Law Department. District 1/Brooks (Staff Recommendation: Approval)

Consent – Brooks

III. New Business

II. Transportation/Alan Chapman

2017-5371 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Duluth regarding the jointly funded 2017 SPLOST project for the extension of the Western Gwinnett Bikeway. The County will manage this project. The City will reimburse the County in the amount of \$87,963.00, 19% of the total project costs. The total County contribution is \$375,000.00.

Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by Law Department. District 1/Brooks (Staff Recommendation: Approval)

Consent – Brooks

2017-5369 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Loganville regarding a jointly funded 2017 SPLOST pedestrian improvement project on Old Loganville Road. The City will manage this project. The County will reimburse the City for 81% of total project cost up to a maximum County contribution of \$394,178.00. Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by Law Department. District 3/Hunter (Staff Recommendation: Approval)

Consent – Nash

2017-5374 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Suwanee regarding the jointly funded 2017 SPLOST Main Street relocation project. The City will manage this project. The County will reimburse the City for 81% of total project cost up to a maximum County contribution of \$1,750,000.00.

Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by Law Department. District 1/Brooks (Staff Recommendation: Approval)

Consent – Brooks

III. New Business

11. Transportation/Alan Chapman

2017-5375 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Suwanee regarding the jointly funded 2017 SPLOST project for the extension of the Western Gwinnett Bikeway. The County will manage this project. The City will reimburse the County in the amount of \$58,642.00, 19% of the total project costs. The total County contribution is \$250,000.00.

Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by Law Department. District 1/Brooks (Staff Recommendation: Approval)

Consent – Brooks

2017-5376 Approval/authorization for the Chairman to execute an Intergovernmental Agreement with the City of Lawrenceville regarding SR 316 at SR 120 Landscape Improvements. The City will manage this project. The County will contribute \$500,000.00 and the City will be responsible for the remaining amount of the estimated and final Project cost, maintenance, and irrigation. Approval/authorization for the Chairman to execute any and all related documents. Subject to approval as to form by Law Department. District 1/Brooks and District 4/Heard (Staff Recommendation: Approval)

Consent – Heard

2017-5380 Approval/authorization to apply for and accept, if awarded, a Federal Transit Administration Section 5307 formula grant which will provide Federal assistance for operating and capital expense for 2018 in an amount not to exceed \$5,308,047.00 with local matching funds of \$2,570,104.00. Approval/authorization for the Chairman or designee to execute any and all related documents. Subject to approval as to form by the Law Department. (Staff Recommendation: Approval)

Consent – Howard

12. Water Resources/Ron Seibenhener

2017-5345 Award BL071-17, Lena Carter Road new water main installation, to low bidder, The Dickerson Group, Inc., amount not to exceed \$604,803.10. Contract to follow award. Subject to approval as to form by the Law Department. District 4/Heard (Staff Recommendation: Award)

Consent – Heard

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III. New Business

12. Water Resources/Ron Seibenhener

2017-5346 Award BL070-17, 48-inch pre-stressed concrete cylinder pipe replacement (I-85 at SR 324), to low bidder, John D. Stephens, Inc., amount not to exceed \$1,579,921.00. Contract to follow award. Subject to approval as to form by the Law Department. District 4/Heard (Staff Recommendation: Award)

Consent – Heard

2017-5347 Award OS029-17, provision of products and services for NETZSCH equipment on an annual contract (November 12, 2017 through November 11, 2018), to Pump and Process Equipment, Inc., base amount \$250,000.00. (Staff Recommendation: Award)

Consent – Howard

2017-5353 Award BL075-17, provision of grounds maintenance at various Department of Water Resources facilities on an annual contract (November 08, 2017 through November 07, 2018), to low responsive bidders, ACS Landscape Management, Georgia Green Grounds Care, LLC, Ruppert Landscape, Inc., and Yellowstone Landscape - Southeast, LLC, per attached recommendation letter, base bid \$388,531.18. (Staff Recommendation: Award)

Consent – Brooks

2017-5296 Approval to renew RP022-14, document processing services for the Department of Water Resources on an annual contract (November 18, 2017 through November 17, 2018), with Envelopes and Forms, Inc., dba SureBill, base amount \$1,640,760.00. (Staff Recommendation: Approval)

Consent – Howard

2017-5318 Approval/authorization to amend Section 38-202(g)(5) of the Code of Ordinances of Gwinnett County, for the purpose of replacing the Stormwater Systems and Facilities Installation Standards and Specifications with the Gwinnett County Stormwater Management Manual, as recommended by the Gwinnett County Stormwater Authority. Subject to approval as to form by the Law Department. (Staff Recommendation: Approval)

Discussion – Nash

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IV. Old Business

I. Commissioners

2017-5007 Approval Formerly 20170715, to fill the unexpired term of Carolyn Penniman from the Gwinnett Animal Advisory Council. Term expires December 31, 2018. District 2/Howard (Tabled on 10/03/2017)

2017-5008 Approval Formerly 20170379, to fill the unexpired term of Keith Odom to the Tree Advisory Committee. Term expires December 31, 2017. District 4/Heard (Tabled on 09/19/2017)

2. Community Services/Tina Fleming

2017-5280 Approval/authorization of Change Order No. 2-Final to BL095-14 Level Creek Park with Astra Group, Inc., increasing the amount by \$200,702.05 and extending the contract completion time by four hundred sixty two (462) days. The contract amount is adjusted from \$11,419,788.98 to \$11,620,491.03. Subject to approval as to form by the Law Department. This project is funded by the 2009 SPLOST Program. District 1/Brooks (Tabled on 10/17/2017) (Staff Recommendation: Approval)

3. Transportation/Alan Chapman

2017-5250 Award BL074-17, Arcado Road (Cedar Road to US 29/SR 8/Lawrenceville Highway), Burns Road (Dickens Road to Indian Trail Road) and Pirkle Road (Singleton Road to Oakbrook Parkway) pedestrian improvement project, to low bidder, The Dickerson Group, Inc., amount not to exceed \$839,396.40. Contract to follow award. Subject to approval as to form by the Law Department. This contract is funded by the 2014 SPLOST Program. District 1/Brooks and District 2/Howard (Tabled on 10/17/2017) (Staff Recommendation: Award)

V. Adjournment

{Action: Adjourn Motion: Howard Second: Brooks Vote: 4-0; Nash-Yes; Brooks-Yes; Howard-Yes; Hunter-Absent; Heard-Yes}